

**ROSEVILLE PLANNING COMMISSION
REGULAR MEETING**

CITY COUNCIL CHAMBERS
29777 GRATIOT AVENUE
ROSEVILLE, MI 48066
(586) 445-5443

MONDAY, DECEMBER 16, 2013
7:00 P.M.

ROLL CALL

PRESENT:	Chairperson	Otto Wilhelm
	Vice-Chairperson	Geraldine White
	Commissioners	John Surhigh
		Matthew Haugh
		Joseph Montgomery
		Lauren O'Meara
		Nancy Sunderman-Elert
		Steven Wietecha
ABSENT:	Commissioner	Kurmmell Knox
OTHERS PRESENT:		Ben Tallerico, Planning Consultant

Chairperson Otto Wilhelm called the meeting to order at 7:00 p.m.

A. ROLL CALL

Secretary John Surhigh conducted Roll Call.

COMMISSIONER JOSEPH MONTGOMERY moved, COMMISSIONER MATTHEW HAUGH seconded to excuse Commissioner Kurmmell Knox.

MOTION CARRIED UNANIMOUSLY

B. PLEDGE OF ALLEGIANCE

Chairperson Otto Wilhelm led the Commission in the Pledge of Allegiance.

C. AGENDA APPROVAL

Approved at December 2, 2013 Study Session.

D. PUBLIC TO BE HEARD

No one from the public wished to be heard.

E. APPROVAL OF MINUTES

1. Study Session Minutes of November 4, 2013.

VICE-CHAIRPERSON GERALDINE WHITE moved COMMISSIONER STEVEN WIETECHKA seconded to approve Study Session Minutes of November 4, 2013.

MOTION CARRIED UNANIMOUSLY

2. Regular Meeting Minutes of November 18, 2013.

COMMISSIONER NANCY SUNDERMAN-ELERT moved VICE-CHAIRPERSON GERALDINE WHITE seconded to approve Regular Meeting Minutes of November 18, 2013.

MOTION CARRIED UNANIMOUSLY

F. CORRESPONDENCE

Secretary John Surhigh had no correspondence.

G. BILLS TO BE PAID

Beckett & Raeder Invoice #2013-0541

1. Professional Service Fees and Expenses for the month of October \$600.00

Total: \$600.00

Beckett & Raeder Invoice #2013-0543

1. SPR 29187 Gratiot	5.5 hours @ 90.00/hour	\$495.00
2. Landscape Review	3.0 hours @ 90.00/hour	270.00
3. Revised site plan Pawn Shop	5.0 hours @ 90.00/hour	450.00
4. Merging Public plan docs	1.0 hour @ 90.00/hour	90.00

Total: \$1,305.00

COMMISSIONER JOSEPH MONTGOMERY moved, VICE-CHAIRPERSON GERALDINE WHITE seconded to approve Invoices #2013-0541 and #2013-0543 from Beckett & Raeder.

MOTION CARRIED UNANIMOUSLY

H. PUBLIC TO BE HEARD-AGENDA ITEMS ONLY-NOT TO INCLUDE PUBLIC HEARING ITEMS

No one from the public wished to be heard.

I. PUBLIC HEARINGS

There are no public hearings.

J. COMMITTEE REPORTS

There are no committee reports.

K. OLD BUSINESS

1. Creation of a Public Participation Plan

Planning Consultant Ben Tallerico stated he has not met with Commissioner Kurmmell Knox to combine the documents. Mr. Tallerico suggested this be discussed at the Study Session on January 6, 2014.

2. Discussion on Proposed revision to Master Plan to outline goals for training

Chairperson Otto Wilhelm requested Commissioners study the proposed revision and discuss it at the January Study Session.

3. SPECIAL USE PERMIT – 29187 Gratiot Avenue (Parcel #14-09-353-006); Request special use as Pawn Shop at the property located on the west side of Gratiot, north of 12 Mile Road. Current zoning of the property is B-3. Cambell Estates LLC, Developer; Thelma S. Feuerman Revocable Trust, Owner; Kevin J. Tuchowski of Tosa Architects, Site Plan Designers.

Chairman Otto Wilhelm stated petitioner requested this item be tabled to January 2014.

COMMISSIONER NANCY SUNDERMAN-ELERT moved, COMMISSIONER STEVEN WIETecha seconded to table this item at the petitioner's request.

MOTION CARRIED UNANIMOUSLY

L. NEW BUSINESS

There is no new business.

M. REPORT OF PLANNING CONSULTANT, ADMINISTRATOR'S OR STAFF REPORT

Planning Consultant Ben Tallerico will be doing the kick-off session of RRC and charrettes at Building Michigan Communities Conference in Lansing and will highlight Roseville as a community that has put together a Training Plan and Public Participation Plan. City Administration has requested the Commission complete the Recommended Action Program and Mr. Tallerico has a timeline scheduled beginning March 2014.

N. COMMISSION MEMBERS TO BE HEARD

Commission members wished everyone a Merry Christmas and a Happy New Year.

O. ITEMS FOR NEXT AGENDA

- Creation of a Public Participation Plan
- Discussion on Proposed revision to Master Plan to outline goals for training
- Special Use Permit – 29187 Gratiot Avenue
- Discussion on Recommended Action Program

P. ADJOURNMENT

COMMISSIONER MATTHEW HAUGH moved, COMMISSIONER JOSEPH MONTGOMERY seconded that the agenda having been acted upon; the meeting is hereby adjourned at 7:37 p.m.

MOTION CARRIED UNANIMOUSLY

Respectfully Submitted,

Richard M. Steenland
City Clerk